



# Maple Valley City Update

January 12, 2015

## Events & Activities

- Jan 7
  - Audit Committee
  - Planning Commission
- Jan 12
  - Transportation Benefit District Meeting
  - City Council Meeting
- Jan 19
  - Martin Luther King's Birthday—City Offices Closed
- Jan 21
  - Audit Committee
  - Planning Commission
- Jan 26
  - City Council Meeting

## From the Desk of David Johnston

In 2012, 25 cities within King County negotiated with King County's Animal Control Department to provide animal control and pet license services. Our city, Maple Valley, is one of those cities. This partnership has worked out well for all of the participants. A regional approach allows each jurisdiction to provide a contribution to the costs of the services that is far less than if each city provided its own programs.

This year, 2015, is the final year of the current interlocal agreement that serves as the foundation of this City-County partnership. This agreement allows for a 2-year extension if all of the cities and King County agree to such an extension. Just this week the last city voiced its intention continue with this partnership. This action allows the cities and King County to craft an extension agreement that would then be presented to all of the city councils for action. Once all of these actions are completed, the arrangement for animal control and pet license services would continue through the end of 2017.

Below is a quick snapshot of the animal control and license activity for 2014:

	2013	2014	% Increase
Countywide Pet Licenses Purchased:	93,756	95,332	1.7%
Pet Licenses Sold in Maple Valley:	2,172	2,612	20.2%

An interesting point this data reveals is that 28% of the increased number of licenses purchased county-wide is attributed to increased licenses purchased within Maple Valley. Over the last year the Regional Animal Control Department has promoted its service of purchasing pet licenses through its web page and increased the number of stores and veterinary practices that sell the licenses, too. This expansion of locations where and how the pet licenses are purchased seems to be a success here in Maple Valley.

Last year, 2014, we had some enforcement activity that involved animals and pets within the City of Maple Valley. Animal Control Officers responded to 42 local calls of service that involved a possible threat to life, health or safety of humans or other animals. These officers also responded to 124 non-emergency calls of service with the City. By and large, these Animal Control Officers are providing a fine service to our citizens.

Over the next few years, King County and the participating cities will continue to promote the importance of licensing pets. The obvious benefit is to help reunite the pets with their owners if the Animal Control Officers find the lost pet. However, there is another important reason to license your pet. Pets occasionally present a public health issue. Pets can get rabies which provides a significant health risk to those around them. The ability to track where rabies outbreaks occur can help in crafting an emergency response to help identify the causes of such outbreaks and help eliminate the cause for all of our benefit.

Again, you can purchase pet licenses online at [www.kingcounty.gov/safety/regionalanimalservices](http://www.kingcounty.gov/safety/regionalanimalservices). This web site also includes the names and addresses where you can purchase or apply for a license locally. There are 22 locations in Maple Valley; 9 locations in Covington; and 6 locations in Black Diamond. All three cities provide this service at City Hall. This web site also has important information related to owning a pet. Please call the Pet Information Line if you have any questions or need to report an animal complaint. The phone number is (206) 296-PETS (7387). You will also see the license promotions at various local community events, like farmers' markets, Maple Valley Days, etc.

This City-County partnership has made it convenient to license pets. Please take the step to do so as a responsible pet owner.

# 2015 Goals & Objectives

## ECONOMIC DEVELOPMENT

- Support the update of the City's Comprehensive Plan update and corresponding update to the zoning code.
- Continue to support the Tahoma School District's efforts to prepare its students for today's workforce and the District's efforts to build a new high school/regional educational center on the Summit Place/Donut Hole property within the City.
- As a Council priority, continue to work with the economic development committee to develop an environment that will attract commercial investment to the City that will, in turn, lead to creating living wage jobs within Maple Valley.
- Work to maintain long-term fiscal stability through efforts to diversify the City's tax base.

## PARKS & RECREATION

- Facilitate process, with the Parks & Recreation Commission, to develop recreation facilities with appropriate partners to meet the recreation demands from Maple Valley families
- Support the efforts of Parks & Recreation staff to finish both the parking expansion and dock replacement/expansion projects at Lake Wilderness Park in light of the increased use of the park by Maple Valley residents.
- Continue to support the community events that use the Lake Wilderness Park facilities throughout the year.

## PUBLIC SAFETY

- Continue to work with the King County Sheriff's Office in providing good police services to City citizens through the existing contract.
- Participate in localized emergency preparedness drills utilizing the City's newly updated Emergency Preparedness Plan and the new Emergency Operations Center.
- Work with the City Police Department and neighboring City Councils to increase community awareness of the issues pertaining to domestic violence and drug use.

## PUBLIC WORKS

- Actively participate in local and regional transportation organizations, including Southeast Area Transportation Solutions Coalition (SEATS), South County Area Transportation Board (SCATBd), King County Regional Transit Committee, and the Puget Sound Regional Council.
- Continue to support the Public Works efforts to undertake both the Witte Road and 216th Avenue SE improvement projects.
- Continue to support grant funding for solid waste recycling collection programs.

## QUALITY CITY SERVICES

- Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds.
  - Continue strong participation in the Sound Cities Association and associated committees.
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## DEPARTMENT UPDATE

With the adoption of the 2015 budget by Council, Finance staff finalized the budget document and it is now posted on the City's website. This is the earliest the budget document has been available for many years. Please contact Shawn or Ashley in Finance if you would like a hard copy of the updated budget document.

Finance staff are in the middle of the typical year end processes such as preparing W-2s for employees and 1099s for vendors, entering the new budget into the accounting system, updating employee pay with the new COLA, entering all the benefit and deduction cost changes into the payroll system, etc. Employee evaluations are also being completed prior to their deadlines so that employees can receive the merit pay increase, if meritorious, in a timely basis.

The Finance staff are also preparing for the arrival of staff from Tyler Technologies. Their Incode product was selected to replace the City's current financial software. Tyler staff will be on-site beginning Monday, January 12th for approximately five weeks. During this time, general setup of the new system will be worked on as well as system security. By the end of the five weeks, our hope is to be able to test the setup of the payroll system with the processing of timesheets in parallel with our current system to verify the accuracy of setup and outputs. We will also begin the implementation of a new electronic timesheet application.

## IT UPDATE

The IT Department finished the migration of Exchange, although we continue to find little nuances of just how integrated email is into everything we do. We also finished upgrading several other servers to a new operating system as well.

The Lodge interior Wi-Fi project is complete. The old wireless system was not only nine years old, but there was only one access point actually connected directly to the internet. The rest were simply repeating the signal throughout the building. New Ethernet cables have been run and new access points have been installed that include Wi-Fi speeds up to the new 802.11ac speed. We now have quality coverage throughout the entire building, offering great reliability to not only the staff who works there, but to our customers. This will make posting selfies and videos to Facebook at a wedding all that much easier and for our north wing rentals, increasing speeds for video conferencing as well.

Virtual servers were created, network cards were installed, and configurations and contracts were completed in regards to our Lodge HVAC software update. We hope to have the work finished by mid-January, thus allowing staff to control the HVAC system once again and ensuring network security.

The TrakiT GIS module integration project has moved

into its testing phase. This is a huge accomplishment. Our GIS analyst has used the successes and failures of other municipalities that use TrakiT within King County and has created a brand new database schema that will allow for us to automate updates to our database with King County Assessor's office data. Many cities have to do manual updates, that are very time consuming. We have been set up for great success and efficiencies through Steve Kincade's efforts and will now only need to maintain one database for all our GIS and addressing needs with this new upgrade. We are expected to go live by the end of January.

The IT department is also preparing for Tyler Technologies arrival for the install and configuration of Incode Finance Software. The IT Manager will be very involved for the next several months with this project. Her primary role, will be ensuring that all technical needs are met for the Finance Department and the vendor, while keeping cyber security concerns and issues always in mind. Her secondary role, will be to learn as much as possible about the system and the business processes of the Finance department, to then assist in the future with possible integrations of our other third party software systems in hopes to reduce duplicate data entry and increase efficiencies City-wide.

## DEPARTMENT UPDATE

### Holiday Lights

Following the successful Holiday Lighting event on December 3rd, the lighting displays in the Arboretum and around the Lodge remained up and on for the public to enjoy throughout the month of December.

Park & Recreation Department staff as well as Arboretum volunteers were pleased that only minor adjustments to the displays were needed due to mischief. It is estimated several hundred people took advantage of the extended lighting period.



Staff commends the Arboretum volunteers for their outstanding dedication and hard work on this project that is enjoyed by many residents during the Holidays.



### Turkey Bowl

Recreation staff held its 2nd annual "Turkey Bowl" for adult flag football teams on December 6th and 7th at the Tahoma High School stadium. The inaugural event in 2013 drew eight teams, with nine teams participating this year. The event was scheduled for November 28th & 29th, but was cancelled due to snow that weekend.



## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

### **Summit Park – P3**

8.18 acres of the 22.75 acre property has been sold to the Tahoma School District to develop an access road and parking lot for the new Tahoma High School project. Staff will begin looking at options to re-develop the master plan that was adopted in 2010 for the remaining 14.57 acres of park property in the first quarter of 2015.

### **Ravensdale Park Phase 2 - P11**

Light poles, outfield fencing, scoreboards and synthetic turf are installed on both fields. Central plaza concrete has been poured. Final grading in parking lot has been completed, with initial asphalt work in parking lot for the handicapped parking stalls and right hand turn lane off of Kent-Kangley Road complete with the rest of the asphalt work delayed until the batch plants re-open in the spring. Project staff will seek temporary certificate of occupancy to use fields before parking lot is complete. Expected ribbon cutting pushed back to 1st quarter 2015.

### **Lake Wilderness Golf Course Improvements – G3 & G5**

Premier staff received bids to repair minor plumbing leaks in main kitchen. Work is complete and ceiling tiles have been replaced. Cleanup and restoration of lower level prep kitchen is underway.

### **Lake Wilderness Lodge Upgrades – P5**

The contract for exterior repairs of the paint and stucco has been delayed due to contractor staffing issues. Work is expected to begin shortly and will be weather dependent as we move into 1<sup>st</sup> quarter of 2015. The proposed kitchen remodel project is on hold due to City staffing limitations.

### **Lake Wilderness Park Dock Replacement – P6**

Construction is underway. Manufacturing of the floats expected to take approximately 30 working days. Substantial completion expected in March 2015. Aquatic Lease Agreement with Department of Natural Resources being finalized and expected to be routed to City Council for review in January.

### **Lake Wilderness Park Parking Expansion – P6**

Bid documents are being developed. Project is expected to go to bid in January once wetland mitigation plan, SEPA process, and landscape plan are complete. Phase 1 of construction is expected to start in 2nd quarter 2015.

### **Parks, Recreation, Cultural, and Human Services Plan Update – P10**

Final version of Parks & Recreation Element was submitted to Community Development Department staff in December to include in City Comprehensive Plan, project is complete.

## Parks & Recreation

## DEPARTMENT UPDATE

- 47 passport applications were processed in December and 157 for 2014. (This number is down due to passport processing suspensions at the beginning of 2014.)
- Staff processed 150 website updates in December and 1200+ website updates for 2014.
- 11 King County pet licenses were processed in December and 145 for 2014.
- Staff processed 168 public records disclosure requests in 2014.

## City Clerk

## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

### **SR169 Projects (T7 and T31a)**

Payment of the 5% retainage is pending official notification by the Washington State Department of Revenue.

### **SR169 & SE 271st Street Intersection Improvement – T37**

Project acceptance will be considered by the City Council on January 12, 2015. The City is in the process of revising “as-built” channelization plans for WSODT.

### **Witte Road Phase 3 – T28a**

On December 22, 2014, the State Transportation Improvement Board (TIB) authorized the project to be advertised for bids. Staff is currently finalizing bid documents and specifications and plans to advertisement the construction contract in mid-January 2015.

### **216th Avenue SE Roadway Improvement– T38**

Preparation of final plans and specification are in progress with the bid advertisement scheduled for February 2015.

### **2014 Miscellaneous Drainage Improvement Project (S-12)**

The City Council accepted the project on October 13, 2014 and directed staff to close up the contract. Payment of the 5 % retainage is in pending official notification by the Washington State Department of Revenue, Labor & Industries, and Employment Security Department.

### **Cedar Downs Div. 3 Drainage Improvement Project (S-12)**

The scope of work of this project includes the removal and replacement of existing deteriorated stormwater pipes. Other works include removing the overgrowth vegetation and trees located in the pond, expanding the pond for gaining more capacity and water quality benefits. The project is currently in design phase, which is performed by DMP, Inc. The project is 75% design completion.

### **Lake Wilderness Park Parking Lot Improvements (P-06)**

The scope of this project is to provide a paved surface for the existing gravel parking lot at the Lake Wilderness Park Lodge. The work will also include required striping of parking spaces, the installation of a drainage system and construction of a bioswale for water quality treatment. Improvements will also include extruded curb around the perimeter of the parking lot and the installation of a fiber optic connection with conduits underneath the length of the parking lot connected to handholes for future fiber optic undergrounding. The design plans by DMP Inc. have been approved. Public Works’ is currently finalizing the plans, specifications and bid documents for advertisement in late January 2015.

### **Lakes Programs**

On January 12, 2015, the City Council will consider the appointment of two of positions on the Citizens Advisory Committee.

## COMMUNITY DEVELOPMENT UPDATE

On December 8, 2014, the Planning Commission and City Council jointly met to review and discuss the Comprehensive Plan 2035 Vision Statement. On December 17, 2014 the Planning Commission began its discussion of the Economic Development Element, including draft goals and policies. On January 7, 2015, the Planning Commission will continue its discussion of the Economic Element and will begin discussion on the Land Use Element.

## Residential Subdivisions and Available Lots

File Number	Plat Name	Preliminary Plat Approval Date	Pre-Plat Expiration Date	Potential Lots	Final Plat Approval Date	Approved Lots	Building Permits Issued			Available Building Lots
							Prior to 2013	2013	2014	
CD0609-002	Sawyer's Crest	2/10/2005	N/A		5/14/2007	50	47	3	0	0
CD0811-001	Sawyer's Crest 2	1/25/2006	N/A		2/9/2009	30	26	4	0	0
CD0812-002	Sun Ridge at Elk Run 3	5/4/2006	N/A		3/23/2009	75	28	26	20	1
CD0806-004	Mountain View	5/31/2005	N/A		4/12/2010	43	39	4	0	0
CD1103-001	Rock Creek Meadows	8/15/2006	N/A		9/26/2011	34	16	18	0	0
CD1307-002	Reserve at Maple Valley (Logbrook)	9/28/2005	N/A		11/13/2013	60	0	11	49	0
CD0406-013	Ridge at Lake Wilderness	6/30/2004	N/A		2/25/2005	11	6	1	2	2
CD1308-005	Arbors Phase 1	7/18/2007	N/A		1/13/2014	44	0	1	42	1
CD1309-002	Jordan's Crossing	7/31/2007	N/A		3/24/2014	15	0	1	13	1
CD0602-005	Arbors Phase 2	7/18/2007	N/A		9/22/2014	34	0	0	34	0
CD1404-002	Rock Creek Reserve (Mystic Meadows)	9/1/2006	N/A		9/22/2014	25	0	0	4	21
CD1308-004	Yellow Rock Road	In review	N/A	6	No					
CD1308-001	Terrace at Maple Woods	5/5/2014	5/5/2021	35	No					
CD1403-006	Cedar Peak	in review	N/A	17	No					
CD0601-010	Wilderness Hills 3	12/11/2007	12/8/2017	22	No					
CD0601-011	Wilderness Hills 4	9/11/2008	9/10/2015	16	No					
CD0702-001	South Fork	7/31/2007	7/28/2016	10	No					
CD0702-010	Malloy	10/5/2007	10/2/2016	44	No					
CD0711-002	Sun Ridge at Elk Run 4 D 2	9/19/2012	9/18/2019	6	No					
CD0804-004	Sun Ridge at Elk Run 4 D 1	6/12/2012	6/11/2019	59	No					
<b>Total</b>				<b>215</b>		<b>421</b>	<b>162</b>	<b>69</b>	<b>164</b>	<b>26</b>

## Commercial Projects

File Number	Commercial Projects	Square Feet	Type	Status
CD1307-004	Hope Fellowship	7,942	Building Addition	In Engineering Review
CD1406-001	Four Corners Sq. Bldg. L	5,600	New construction	In Building Review
CD1406-003	Panera Bread Bakery Café	4,200	New Construction	In Design Review
<b>Total</b>		<b>17,742</b>		

## Pre-Application Conferences

Type	2013	2014 1st Quarter	2014 2nd Quarter	2014 3rd Quarter	2014 YTD
Commercial	13		5	6	12
Residential	7		3	6	9
Other Review Meetings	10		6	4	11
<b>Totals</b>	<b>30</b>	<b>0</b>	<b>14</b>	<b>16</b>	<b>32</b>



## Legend

[---] City Limits

[ ] Tax Parcel

### ProjectType

[ ] BSP

[ ] Commercial

[ ] Plat

[ ] Short Plat

0 1,000 2,000  
Feet

N

Updated: January 02, 2015

## Projects Under Review

No.	ProjectName	ProjectType	ProjectDescription	Lots/SqFt	ProjectStatus
1	Cedar Peak	Plat	Preliminary plat	17 lots	Under review
2	Panera Bakery Cafe	Commercial	Restaurant	4,200	Under review
3	Tahoma High School	Commercial	Design review for High School site and building	315,000	Under review